

**DEPARTMENT OF TRANSPORTATION**

DIVISION OF TRAFFIC OPERATIONS

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Corridor Mobility Improvement Account  
Final Delivery Report/Performance Measures

**Final Delivery Report**

The Caltrans Proposition 1B Follow-Up Accountability Plan requires Proposition 1B recipients implementing a Corridor Mobility Improvement Account (CMIA) project to provide a Final Delivery Report (FDR) as a part of the project's Close-Out Report. The FDR is to be uploaded to the Caltrans Division of Transportation Programming's Online Data Input System (ODIS) upon request of the Caltrans CMIA program coordinator. The FDR should be completed six months after the CMIA project has become operable. For the purposes of these reports, projects are considered operable at the end of the construction phase when the construction contract is accepted. Segmented projects are not required to submit a FDR until the entire project has become operable. The FDR contains a section for the assessment of the project's performance outcomes as compared to those included in the executed project's baseline agreement. The intent of this documentation is to assist CMIA project managers/sponsors in assessing a CMIA project's mobility benefits and documenting this information in the FDR.

**Collaboration between Project Sponsors and Partners**

The CMIA process sought to demonstrate that a geographically and administratively diverse program would measurably benefit travelers through congestion relief, mobility enhancement, safety improvement, and strengthened connectivity. The assessment of a CMIA project's mobility benefits will require a collaborative effort on behalf of both the project sponsors and partners. This entails sharing specific information with regard to the data contained in the California Benefit Cost (Cal B/C) project input sheets, along with any changes that may have occurred to the scope of the project. The effective collaboration of all parties will ensure that accurate information is obtained to properly assess the mobility benefits of CMIA projects and comply with the Governor's Executive Order, the Commission's Accountability Implementation Plan, and the Caltrans' Follow-up Accountability Plan.

### **Project Benefits**

Each executed CMIA project baseline agreement included a “basis” estimate of long-term benefits to mobility. Those mobility benefits were quantified as Daily Travel Time Savings (Hours), Lane Miles Added (HOV), Lanes Miles Added (Mixed) and Peak Period Time Savings (Minutes).

See the example below:

<b>Example:</b>	<b>Project Benefits</b>	
Daily Travel Time Savings (hours)		<b>32705</b>
Lane Miles Added (HOV)		<b>13</b>
Lane Miles Added (Mixed)		<b>26</b>
Peak Period Time Savings (minutes)		<b>2387480</b>

### **Performance Outcomes**

The performance outcome section of the FDR is pictured below. The benefits section of the report requires a six month post project assessment of daily travel time savings (hours), lane miles added (HOV), lane miles added (mixed) and peak period time savings (minutes). See the example below.

<b>PERFORMANCE OUTCOME</b>				
<b>Corridor System Management Plan (CSMP)</b>				
	<b>Original Baseline</b>	<b>Current Approved</b>	<b>Actual Schedule</b>	<b>Net Difference (months)</b>
Plan Adoption				0
Plan Implementation				0

  

<b>Benefits</b>	
Daily Travel Time Savings (hours)	
Lane Miles Added (HOV)	
Lane Miles Added (Mixed)	
Peak Period Time Savings (minutes)	

**Instructions**

Each project measured potential mobility benefits in terms of daily travel time savings and peak period time savings. To determine a project’s impact on travel times, the project manager/ sponsor will compare pre and post construction travel times. The difference between the two will serve as the project’s mobility benefits.

To compare travel times, the project manager/sponsor shall refer to the original CMIA Cal B/C project input sheet to determine the location where the pre project Annual Average Daily Traffic (AADT) was obtained. The project manager/sponsor will then determine the post construction AADT for the same location. Once the post construction AADT has been indentified, the project manager/sponsor will complete and submit a CMIA Cal B/C Final Delivery Project Input Sheet with the post project AADT to the Caltrans Division of Transportation’s Economical Analysis Branch (EAB). The CMIA Cal B/C final delivery project input sheet, pictured below, contains an area for documenting any changes that may have occurred to the scope of the project. If there were changes in the project’s scope, it’s essential that this information be included in the project input sheet to ensure a proper analysis of the data will be conducted. If the input sheet is not suitable for documenting any changes that may have occurred, it is the responsibility of the project manager/sponsor to convey this information to the EAB prior to the running of the Cal

B/C model. Again, collaboration between project sponsors and partners will be essential in determining the correct performance measures are assessed. The EAB will run the Cal B/C model with the post project's AADT and will compare the year 1 travel time benefits originally forecasted with the year 1 travel times benefits recently forecasted. The difference in the daily travel time savings (hours) and the peak period time savings (minutes) will be the measure by which the performance of the corridor will be assessed, and should be noted in the corresponding section of the FDR.

See example of CMIA Cal B/C Final Delivery Project Input Sheet below:

**CORRIDOR MOBILITY IMPROVEMENT ACCOUNT PROGRAM**  
**BENEFIT/COST ANALYSIS: FINAL DELIVERY PROJECT INPUT SHEET**

Region/District:  County:  Route:  EA:   
Describe Project:  Post mile:  PPNO:

Average Daily Traffic Post Project  
Current (Post Project Completion)

If scope of project changed provide the following.

**HIGHWAY DESIGN AND TRAFFIC DATA**

Highway Design	w/o Project	w/ Project	HOV Restriction
Number of General Traffic Lanes	<input type="text"/>	<input type="text"/>	
Number of HOV Lanes	<input type="text"/>	<input type="text"/>	
Highway Free-Flow Speed (in mph)	<input type="text"/>	<input type="text"/>	(2 or 3)
Project Length (in miles)	<input type="text"/>	<input type="text"/>	

Both original and final CMIA Cal B/C project input sheets can be requested using the contact information located on the EAB website at <http://www.dot.ca.gov/hq/tpp/offices/eab/index.html>

**Available Resources**

Caltrans has multiple resources available to assist CMIA project managers/sponsors. Several of these resources are listed below.

- Caltrans Performance Measurement System (PeMS).
- Caltrans Traffic Data Branch
- Highway Capacity Manual (HCM)

- Relevant Caltrans Departments with contact information.

### **Caltrans Performance Measurement System (PeMS)**

AADT's can be found on the Caltrans Freeway Performance Measurement System (PeMS) website located at <http://pems.dot.ca.gov/>. PeMS is an online interactive data system that provides real time performance measures from over 35,000 automated detectors deployed on urban freeways. PeMS archives traffic data from these detectors and contains approximately 10 years of AADT data for many of the state's largest urban areas. A user account must be established to use the system, but the process is very fast. If you need assistance with navigating the PeMS website, or obtaining a user account, please contact the PeMS manager Jane Berner at [jane\\_berner@dot.ca.gov](mailto:jane_berner@dot.ca.gov).

### **Caltrans Traffic Data Branch**

AADT's can also be obtained from the Caltrans Office of System Management Planning's Traffic Data Branch website at <http://traffic-counts.dot.ca.gov/>. The traffic data branch is responsible for the collection and dissemination of historical traffic data on the State highway system. The traffic data branch does not collect traffic data on locally maintained streets, but links to local data sources are provided on the website. If assistance is needed in navigating this website, or obtaining AADT information, please contact the Caltrans traffic data branch coordinator Cindy Pribyl at [Cindy\\_Pribyl@dot.ca.gov](mailto:Cindy_Pribyl@dot.ca.gov)

### **Highway Capacity Manual (HCM)**

The Highway Capacity Manual (HCM) is published by the Transportation Research Board (TRB) to guide transportation professionals in assessing the performance of transportation systems. The latest edition significantly updates the methodologies that engineers and planners use to assess the traffic and environmental effects of highway projects. There is also a new section that explains the use of alternative traffic analysis tools. Chapter 6 describes typical applications of the HCM's alternative analysis tools, while Chapter 7 offers guidance on

interpreting the results from the alternative tools. The 2010 HCM is available for download from the TRB website at <http://www.trb.org/Main/Blurbs/164718.aspx>

### **Relevant Caltrans Divisions with Contact Information and Documentation**

The following Caltrans divisions are available to provide both information and instruction to the CMIA project manager/sponsor involved in the CMIA closeout process.

#### **Caltrans Division of Transportation Programming**

- Executive Order S-02-07
- California Transportation Commission CMIA Policy
- CMIA Closeout Process Flowchart
- CMIA Closeout Responsibilities and Procedures
- Instructions for Implementing CMIA Project Closeout in ODIS
- Responsibility Matrix- List of persons responsible for CMIA program coordination.
- Performance Measures and Final Delivery Report Instructions
- Final Delivery Report Template
- Individual CMIA Project Study Reports

[http://www.dot.ca.gov/hq/transprog/ibond/prop1b\\_closeout.htm](http://www.dot.ca.gov/hq/transprog/ibond/prop1b_closeout.htm)

#### **Caltrans Division of Transportation Programming's Economic Analysis Branch**

- Information about the Cal B/C Model
- Individual CMIA Cal B/C project input sheets with original base data
- CMIA Cal B/C Final Delivery Project Input Sheet
- [www.dot.ca.gov/hq/tpp/offices/eab/index.html](http://www.dot.ca.gov/hq/tpp/offices/eab/index.html)

#### **Caltrans Division of Traffic Operations Office of System Management Planning Branch**

- Caltrans Performance Measurement System (PeMS) <http://pems.dot.ca.gov/>
  - Primary contact: Jane Berner. (916) 654-2843, [jane\\_berner@dot.ca.gov](mailto:jane_berner@dot.ca.gov).

- Caltrans Traffic Census Office <http://traffic-counts.dot.ca.gov/>
  - Primary Contact: Cindy Pribyl (916) 654-4578, [Cindy\\_Pribyl@dot.ca.gov](mailto:Cindy_Pribyl@dot.ca.gov)

### **Other Resources**

While these resources are readily available in assessing mobility performance measures, there may be other known resources such as regional demand models, micro-simulation models or other traffic analysis programs. The decision regarding which resources to use is left to the CMIA project manager/sponsor.

### **Final Delivery Report Discrepancies**

The FDR submittal should include a one page project benefit matrix. The matrix should provide a complete explanation of the methodology or methodologies used to calculate post- project benefits. It should be noted that traffic volumes have not been as linear as forecasted, so initial performance outcomes may not be as close as those projected in the CMIA baseline agreements. Large discrepancies in results may require explanation to the CMIA program coordinator. Information gained through this process may serve as lessons learned or best business practices for future analysis of ongoing CMIA projects.

### **Compliance**

Responsibility for timely and accurate reporting of CMIA project performance ultimately rests with the CMIA project manager/sponsor. The Department looks forward to providing collaborative assistance to best document CMIA project benefits for all users of the state highway system. However, failure to complete the FDR and comply with the Caltrans' Proposition 1B Follow-Up Accountability Plan may result in CTC action including removal from the CMIA program.